ORIENTATION DIPLOMAT APPLICATION

An Orientation Diplomat is an undergraduate or graduate student who assists the Associate Director of New Student and Family Orientation, ISSS, and Panther Prep Leader(s) in planning the Fall Orientation Program.

Requirements:

- Undergraduate or Graduate Student
- 2.50 Cumulative GPA or higher
- Presentation experience
- Proven leadership skills
- Attend Orientation Team Meetings in the Spring Semester (Dates TBA)

Duties:

- Assist with implementation of the fall Orientation program
- Assist with emailing, phone calls, and pre-program tasks as needed
- Respond to student and family questions
- Assist in fall orientation publicity
- Attend monthly meetings with Associate Director of New Student and Family Orientation, Panther Prep Leader(s) and other Diplomats in the Spring
- Other duties as assigned

Program Duties:

- Facilitate team-building activities
- Serve as role models for other team members
- Motivate leaders and students to stay involved in programs occurring throughout the week of training and orientation
- Assist with making sure that facilities are ready for events and provide the speaker/entertainer with any special needs for the program, i.e. water, soda, meals etc.

Compensation:

- $100 Orientation Scholarship paid after Orientation is complete
- 100 hours of Campus Service
- All staff t-shirts and new student giveaways
- Meal points during Orientation week
- Orientation staff team building exercise during spring semester and during summer training
- Leadership Development
- A fun time welcoming the new Florida Tech students
NAME: ___________________________________________________________________________

Last

First

Middle Initial

Current Mailing Address: ___________________________________________________________________________

City: ___________________________ State: ___________________________ Zip: ___________________________

Country: ___________________________ Phone: ___________________________

Last four digits of 900#: ___________________________ E-mail: ______________________________________

What is your cumulative GPA? ___________________________ Class Rank (FR, SO, JR, SR): ___________________________

Major/Department: ___________________________ Expected Graduation Date: ___________________________

Have you ever been hired as a Panther Prep Leader or Diplomat? ___________________________

If so, when and what were your responsibilities?

__________________________________________________________________________________________________________________________________________

__________________________________________________________________________________________________________________________________________

Have you ever applied to be a Resident Assistant before? If so, when? ___________________________

Have you ever applied to be a Diplomat before? If so, when? ___________________________

How did you hear about this position?

__________________________________________________________________________________________________________________________________________

Past Employment

Please list Florida Tech employment first, if applicable, then other employment from most recent to least.

Department: ___________________________ Supervisor (Name/Contact): ___________________________

Dates of Employment: ___________________________

Job Responsibilities: ____________________________________________________________________________

___________________________________________________________________________________________

___________________________________________________________________________________________

Department: ___________________________ Supervisor (Name/Contact): ___________________________

Dates of Employment: ___________________________

___________________________________________________________________________________________

___________________________________________________________________________________________
Job Responsibilities:


Past/Current Leadership

Organization: ____________________________________________
Position(s) Held:
Years Involved: ____________________________________________
Responsibilities/Contributions:

 Organization: ____________________________________________
Position(s) Held:
Years Involved: ____________________________________________
Responsibilities/Contributions:

**Please use back of sheet if additional space is needed**

Questions

Please answer the following questions:

1. Why do you want to become a Diplomat? What characteristics do you think are important for being a Diplomat?

2. In what ways have you become involved at FIT and how has that influenced your university experience?

3. What would you change about your Orientation week? Why?
4. Is there anything further that you think is important for us to know about you?

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References/Recommendations

Please list two references, preferably faculty or staff.

1. _____________________________________________________________
   Name: __________________________________ Phone #: ________________

2. _____________________________________________________________
   Name: __________________________________ Phone #: ________________

If possible, please write (below) one staff member from the Office of Student Life who you believe can attest to your character and potential to be a Diplomat.

__________________________________________________________________________________________________

YOU WILL BE ASKED TO SIGN-UP FOR A GROUP INTERVIEW DATE UPON SUBMITTING YOUR APPLICATION. GROUP INTERVIEWS WILL TAKE PLACE ON FEBRUARY 1ST, 2ND, OR 3RD, 2016 FROM 5PM - 7PM.

THOSE INVITED TO ATTEND AN INDIVIDUAL INTERVIEW WILL BE ASKED TO SELECT A DATE/TIME BETWEEN FEBRUARY 10TH - 17TH.

THE ORIENTATION TEAM WILL BE ANNOUNCED ON FEBRUARY 19TH BY 5 PM VIA EMAIL.

PLEASE SUBMIT COMPLETED APPLICATIONS TO THE OFFICE OF FIRST YEAR EXPERIENCE (WOOD HALL, NEAR THE TENNIS COURTS).

APPLICATION DEADLINE IS JANUARY 29, 2016 AT 5:00PM.

PLEASE DIRECT ALL QUESTIONS TO ORIENTATION LEAD STAFF AT ORIENTATION@FIT.EDU OR 674-8747.